



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

633 E. Broadway, Suite 103
Glendale, CA 91206-4311
Tel. (818) 548-2140 Fax (818) 240-0392
glendaleca.gov

March 18, 2020

Applicant:

Art Rodriguez Associates for Mission Wine and Spirits
444 East Huntington Drive, Suite 208
Arcadia, CA 91006

**RE: ADMINISTRATIVE USE PERMIT NO. PAUP2001151
825-827 WEST GLENOAKS BOULEVARD
(MISSION WINE AND SPIRITS)**

The Director of Community Development will render a final decision on or after **March 25, 2020** for the following project:

Project proposal: Application for an Administrative Use Permit (AUP) to expand the floor area of an existing 4,085 square-foot liquor store (Mission Wine and Spirits), located at 825 West Glenoaks Boulevard, into the adjacent 1,656 square-foot vacant tenant space, located at 827 West Glenoaks Boulevard, for a combined total floor area of 5,741 square-feet, and to allow the continued on-site instructional tastings and off-site sales of alcoholic beverages at the expanded liquor store.

STAFF RECOMMENDATION: APPROVE WITH CONDITIONS

DRAFT CONDITIONS:

1. That the development shall be in substantial accord with the plans submitted with the application except for any modifications as may be required to meet specific code standards or other conditions stipulated herein to the satisfaction of the Director of Community Development.
2. That all necessary licenses, approvals, and permits as required from Federal, State, County, or City authorities including the City Clerk shall be obtained and kept current at all times.
3. That the sale, service, and consumption of alcoholic beverages shall be permitted only between the hours of 8:00 a.m. to 11:00 p.m. each day of the week.
4. That unless otherwise restricted, an instructional tasting event may only take place between the hours of 10 a.m. and 9 p.m.
5. That a Business Registration Certificate shall be applied for and issued for a liquor store with on-site instructional tastings of a full line of alcoholic beverages subject to the findings and conditions outlined in this decision letter.

6. That all necessary permits (i.e., building, fire, engineering, etc.) shall be obtained from the Building and Safety Division and all construction shall comply with the Glendale Building Code and all other applicable regulations.
7. That the premises shall be made available and accessible to any authorized City personnel (Building, Fire, Police, Neighborhood Services, Planning, etc.), for inspection to ascertain that all conditions of approval of this conditional use permit are complied with.
8. That State Accessibility Standards be met for all parking requirements and building entrance accessibility as required by the Building and Safety Division.
9. That additional or other building code requirements or specific code requirements (i.e. CA Green Building Code, etc.) will be required upon submittal of plans for building plans check and permit.
10. That at all times when the premise is open for business, the sales and service of alcoholic beverages shall be made only in the areas designated with an ABC license. Consumption of alcoholic beverages will only be on those same licensed areas.
11. That the sales and service of alcoholic beverages shall be in full accord with the regulations and conditions established by the State Department of Alcoholic Beverage Control.
12. That there shall be no bar or lounge area on the premises maintained solely for the purpose of sales, service, or consumption of alcoholic beverages by patrons.
13. That no customers shall be allowed to bring into the establishment any alcoholic beverages that were purchased from outside of the establishment.
14. That the liquor store shall remain open to the public during business hours.
15. That the liquor store shall adhere to the City's Fresh Air Ordinance, Title 8, Chapter 8.52 of the Glendale Municipal Code.
16. That the premises shall be maintained in a clean and orderly condition, free of weeds, trash, and graffiti.
17. That the facilities shall not be rented, leased, or otherwise occupied for purposes not specified.
18. That no charge of any sort shall be made at an instructional tasting event.
19. That a person under 21 years of age shall not serve, or be served, wine, beer, or distilled spirits at the instructional tasting event.
20. That the Type 86 license shall not authorize any on-sale retail sales to consumers attending the instructional tasting event.
21. That the Type 86 license-holder shall not permit any consumer to leave the instructional tasting area with an open container of alcohol.

22. That an instructional tasting event shall be limited to a single type of alcoholic beverage. "Type of alcoholic beverage" means distilled spirits, wine, or beer.
23. That a single tasting of distilled spirits shall not exceed one-fourth of one ounce and a single tasting of wine shall not exceed one ounce. No more than three tastings of distilled spirits or wine shall be provided to any person on any day. The tasting of beer is limited to eight ounces of beer per person per day. The wine, beer, or distilled spirits tasted shall be limited to the products that are authorized to be sold by the holder of the Type 86 license under its requisite off-sale license.
24. That any unused wine, beer, or distilled spirits remaining from the tasting shall be removed from the off-sale license licensed premises by the "authorized licensee" or its designated representative.
25. That if the instructional tasting event is conducted by a designated representative, the designated representative shall not be owned, controlled, or employed directly or indirectly by the holder of the Type 86 on whose premises the instructional tasting event is held.
26. That at all times during an instructional tasting event, the instructional tasting event area shall be separated from the remainder of the off-sale licensed premises by a wall, rope, cable, cord, chain, fence, or other permanent or temporary barrier. The Type 86 licenseholder shall prominently display signage prohibiting persons under 21 years of age from entering the instructional tasting event area.
27. That the proprietor and his/her employees shall make an active and conscientious effort to keep customers and employees from trespassing on other nearby properties or otherwise making disturbances in the area.
28. That any expansion or modification of the facility or use which intensifies the existing Administrative Use Permit shall require a new Administrative Use Permit application. Expansion shall constitute adding floor area, changes to the use or operation, or any physical change as determined by the Planning Hearing Officer, with concurrence from the Director of Community Development.
29. That the front and back doors to the wine shop shall be kept closed at all times while the location is open for business, except in case of emergency.
30. That no exterior signs advertising the service of alcoholic beverages shall be permitted.
31. That all signs displayed shall conform to the requirements of the Glendale Municipal Code.
32. That there shall be no video machine(s) maintained on the premises.
33. That access to the premises shall be made available to all City of Glendale Planning and Neighborhood Services Division, Police Department, and Fire Department staff upon request for the purpose of verifying compliance with all laws and conditions of this approval.

PROJECT BACKGROUND

Previous Permits for the Site:

On September 10, 2012, the Planning Hearing Officer granted Conditional Use Permit Case No. PCUP 1205583 with conditions to allow instructional tasting events where on-site sale of packaged alcoholic beverages for off-site consumption is permitted at an existing retail liquor store.

On January 18, 2018, the Planning Hearing Officer granted Administrative Use Permit Case No. PAUP1721578 with conditions to allow instructional tasting events where on-site sale of packaged alcoholic beverages for off-site consumption is permitted at an existing retail liquor store.

Related Concurrent Permit Application(s): None.

Environmental Determination:

The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption pursuant to State CEQA Guidelines Section 15301 because this project is proposing to expand an existing liquor store by combining with an existing, adjacent tenant space.

General Plan: Community Services

Zone: C2 – Community Commercial Zone (District I)

Description of existing property and uses: The project site was developed in 1951 with a one-story, multi-tenant commercial building with surface parking at the rear. The existing liquor store, "Mission Wine and Spirits", has been operating at this location since 2008 and occupies a 4,085 square-foot tenant space within the building. The adjoining use to the west was a full-service restaurant, which is now vacant. Other nearby commercial uses include a martial arts studio, a pharmacy, and retail stores.

Neighboring zones and uses:

	Zoning	Existing Land Use
North	R1 (Single Family Residential)	Residential
East	R-3050 (Moderate Density Residential)	Residential
South	C-2 (Community Commercial) and R-3050 (Moderate Density Residential)	Commercial and Residential
West	C-2 (Community Commercial)	Commercial (previously a full-service restaurant)

COMMENTS FROM OTHER CITY DEPARTMENTS: No major concerns were received from the various city divisions/departments for the liquor store expansion with continued on-site instructional tastings of a full line of alcoholic beverages. Conditions were received from the Police Department to ensure that any potential negative impact will be appropriately mitigated.

PROJECT ANALYSIS

The applicant is requesting approval of an Administrative Use Permit (AUP) to expand the floor area of an existing 4,085 square-foot liquor store (Mission Wine and Spirits), located at 825 West Glenoaks Boulevard, into the adjacent 1,656 square-foot vacant tenant space, located at

827 West Glenoaks Boulevard, for a combined total floor area of 5,741 square-feet, and to allow the continued on-site instructional tastings and off-site sales of alcoholic beverages at the expanded liquor store. The project site is located in the C2 (Community Commercial) Zone and the General Plan Land Use Element designation is Community Services. The C2 Zone is intended to accommodate shopping and convenience services for the community in conformance with the comprehensive general plan. Goods and services offered in this zone generally attract clientele from the surrounding residential neighborhood. A variety of uses are permitted in this zone, and a liquor store (retail) is one of the permitted uses. Alcoholic beverage service and sales are administratively permitted in the C2 zone.

The project site is a rectangular, 14,719 square-foot lot located at the northern side of West Glenoaks Boulevard. The one-story, 5,741 square-foot building was constructed in 1951 with surface parking at the rear. Since 1960, the business ownership and business names have changed over the years, but the use of a liquor store has remained the same. According to City records, "Mission Wine and Spirits", has operated at this location since 2008. The adjacent tenant space (827 West Glenoaks Boulevard) was previously occupied by a full-service restaurant and is currently vacant. The applicant proposes to expand the subject liquor store's floor area and operation into this unit, creating a larger retail sales area with a walk-in refrigerator for both alcoholic and non-alcoholic beverages.

The proposed floor area expansion of the existing liquor store and the continued on-site instructional tastings and off-site sales of alcoholic beverages in the expanded liquor store will not adversely affect or conflict with adjacent uses or impede normal development of surrounding properties. The project site is located within a multi-tenant commercial building with other complementary businesses. A single family residential neighborhood is located to the north, across the existing alley. There are no private or public schools or colleges, daycare facilities, churches, libraries, or hospitals within quarter mile of the existing liquor store within quarter mile of the subject location. However, there are three public schools (Mark Keppel Elementary School, Toll Middle School, and Hoover High School), two churches (St. Peter Armenian Church and First German United Methodist Church), and one public park (Fremont Park) in the vicinity. These facilities are located within residential neighborhoods and do not front Glenoaks Boulevard, which is a commercial thoroughfare.

While these public facilities are located nearby, the low-intensity nature of the on-site consumption (instructional tastings) of alcoholic beverages would not negatively impact these facilities in the way that other establishments like a tavern, bar, or nightclub would. In addition, the off-site sale of alcoholic beverages has proven to not adversely conflict with nearby uses since 2008. Mission Wine and Spirits and similar liquor stores have been operating at 825 West Glenoaks Boulevard for over six decades without any adverse effects on the adjoining businesses and nearby residential buildings, nor have there been any reported conflicts with its adjoining uses or neighbors. Continuing the on-site instructional tastings and off-site sales of alcoholic beverages in the expanded liquor store will contribute to the establishment's continued success, as Mission Wine and Spirits will be able to offer the same service, convenience, and instructional opportunities that the nearby residents and alcoholic beverage connoisseurs have come to appreciate over the years.

The applicant's request will not be detrimental to the public health or safety, the general welfare, or the environment. The project has been reviewed by the Police Department and the Divisions of Neighborhood Services and Planning within the Community Development Department to identify potential negative impacts of the project on the public health, safety, general welfare or environment. According to the Glendale Police Department, the subject property is located in Census Tract 3012.06 where the suggested limit for off-sale alcohol establishments is three and

on-sale is five. Currently, there are three on-sale and five off-sale establishments located in this tract and "Mission Wine and Spirits" currently holds one of the existing on-sale and one of the existing off-sale licenses. Based on Part 1 crime statistics for the Census Tract, there were 72 crimes in 2019, 57% below the citywide average of 167. Within the last calendar year, there were five calls for police service at the subject location. Four out of five were for disturbance (loitering in the parking lot) and the remaining was for theft. However, none of the calls seemed to be directly related to alcoholic beverages. Neither the Police Department nor Neighborhood Services Division cited concerns related to this project, based on the nature of the business, the clientele, and the business's track record. However, conditions of approval by the Police Department are incorporated to ensure there are no negative impacts to the public health, safety, general welfare, or the environment.

Adequate public and private facilities, such as utilities, landscaping, and parking spaces are all existing and will continue to be provided for the existing liquor store without issue. The site has been fully developed since 1951 with all required utilities such as gas, electricity, water, sewers, and landscaping already in place. While the property met the City's Zoning Code requirements when it was first developed, the property now has legal nonconformities in a number of areas, such as setbacks, parking, and landscaping. These nonconformities do not appear to be detrimental to the surrounding uses and the property is not required to be brought up to code in these areas, since no substantial physical work is proposed for the building; the proposal is to expand the existing liquor store into an existing, adjacent tenant space and to continue instructional tastings and off-site sales of alcoholic beverages. Previously, the vacant tenant space at 827 West Glenoaks was a full-service restaurant. Per Glendale Municipal Code 30.32.050, full-service restaurants require 10 spaces per 1,000 square feet of floor area, while a general retail use requires 4 spaces per 1,000 square feet of floor area. As proposed, the applicant does not need to provide additional required parking for the expansion of the liquor store, because the vacant space is going from a more intensive use (full-service restaurant) to a less intensive use (retail store).

In addition, the applicant's request is not expected to create a negative parking or traffic related impact, as it is not anticipated that the on-site instructional tastings of a full line of alcoholic beverages in conjunction with the off-site sale of alcoholic beverages at the expanded liquor store will significantly increase the amount of patrons to the subject site that has been operating as the liquor store since 2008. There are 27 parking spaces available on-site. In the 2018 approval, there were 26 regular parking spaces and one ADA-compliant handicap space, which has since been modified after a voluntary ADA upgrade; currently, there are 25 regular parking spaces and two ADA-compliant handicap spaces. The existing 27 spaces at the side and rear of the building will continue to adequately serve the site. The existing on-site parking has proven to meet the parking demand of the liquor store and has not resulted in conflicts with nearby businesses or residential development.

As identified in the Circulation Element, West Glenoaks Boulevard is a Major Arterial. The functional purpose of major arterials is to distribute traffic to freeways, other arterials and collector streets, and activity and business centers within and outside the City. West Glendale Boulevard has the capacity to accommodate various types of commercial and residential uses in the immediate area. Since the project site has been utilized as a liquor store for the past twelve years, the project is consistent with the Circulation Element and will not create a negative parking or traffic related impact.

Since the site is already developed and the Administrative Use Permit application only involves the expansion of an existing liquor store into an existing space and the continuation of the on-site instructional tastings and off-site sale of alcoholic beverages, other elements of the General

Plan, including the Open Space, Recreation, Housing and Noise Element, will not be impacted as a result of the project. The continued on-site instructional tastings in conjunction with the off-site sale of alcoholic beverages will continue to provide an option for the public to not only purchase alcoholic beverages, but also learn about the myriad types and makes of alcoholic beverages. Therefore, the project will be consistent with the objectives of the General Plan.

Overall, the applicant's desire to allow on-site instructional tastings of a full line of alcoholic beverages in conjunction with the operation of an existing liquor store is a request that appears supportable based on the facts surrounding this application and the applicant findings.

DRAFT FINDINGS

A. That the proposed use will be consistent with the various elements and objectives of the general plan.

The applicant is requesting approval of an Administrative Use Permit (AUP) to expand the floor area of an existing 4,085 square-foot liquor store (Mission Wine and Spirits), located at 825 West Glenoaks Boulevard, into the adjacent 1,656 square-foot vacant tenant space, located at 827 West Glenoaks Boulevard, for a combined total floor area of 5,741 square-feet, and to allow the continued on-site instructional tastings and off-site sales of alcoholic beverages at the expanded liquor store. The project site is located in the C2 (Community Commercial) Zone and the General Plan Land Use Element designation is Community Services. The C2 Zone is intended to accommodate shopping and convenience services for the community in conformance with the comprehensive general plan. Goods and services offered in this zone generally attract clientele from the surrounding residential neighborhood. A variety of uses are permitted in this zone, and a liquor store (retail) is one of the permitted uses. Alcoholic beverage service and sales are administratively permitted in the C2 zone.

The project site is a rectangular, 14,719 square-foot lot located at the northern side of West Glenoaks Boulevard. The one-story, 5,741 square-foot building was constructed in 1951 with surface parking at the rear. Since 1960, the business ownership and business names have changed over the years, but the use of a liquor store has remained the same. According to City records, "Mission Wine and Spirits", has operated at this location since 2008. The adjacent tenant space (827 West Glenoaks Boulevard) was previously occupied by a full-service restaurant and is currently vacant. The applicant proposes to expand the subject liquor store's floor area and operation into this unit, creating a larger retail sales area with a walk-in refrigerator for both alcoholic and non-alcoholic beverages.

As identified in the Circulation Element, West Glenoaks Boulevard is a Major Arterial. The functional purpose of major arterials is to distribute traffic to freeways, other arterials and collector streets, and activity and business centers within and outside the City. West Glendale Boulevard has the capacity to accommodate various types of commercial and residential uses in the immediate area. Since the project site has been utilized as a liquor store for the past twelve years, the project is consistent with the Circulation Element and will not create a negative parking or traffic related impact.

Since the site is already developed and the Administrative Use Permit application only involves the expansion of an existing liquor store into an existing space and the continuation of the on-site instructional tastings and off-site sale of alcoholic beverages, other elements of the General Plan, including the Open Space, Recreation, Housing and Noise Element, will not be impacted as a result of the project. The continued on-site instructional tastings in

conjunction with the off-site sale of alcoholic beverages will continue to provide an option for the public to not only purchase alcoholic beverages, but also learn about the myriad types and makes of alcoholic beverages. Therefore, the project will be consistent with the objectives of the General Plan.

B. That the use and its associated structures and facilities will not be detrimental to the public health or safety, the general welfare, or the environment.

The request to expand the floor area of the existing liquor store and to allow the continued on-site instructional tastings and off-site sales of alcoholic beverages in the expanded liquor store will not be detrimental to the public health or safety, the general welfare, or the environment. The project has been reviewed by the Police Department and the Divisions of Neighborhood Services and Planning within the Community Development Department to identify potential negative impacts of the project on the public health, safety, general welfare or environment.

According to the Glendale Police Department, the subject property is located in Census Tract 3012.06 where the suggested limit for off-sale alcohol establishments is three and on-sale is five. Currently, there are three on-sale and five off-sale establishments located in this tract and "Mission Wine and Spirits" currently holds one of the existing on-sale and one of the existing off-sale licenses. Based on Part 1 crime statistics for the Census Tract, there were 72 crimes in 2019, 57% below the citywide average of 167. Within the last calendar year, there were five calls for police service at the subject location. Four out of five were for disturbance (loitering in the parking lot) and the remaining was for theft. However, none of the calls seemed to be directly related to alcoholic beverages. Neither the Police Department nor Neighborhood Services Division cited concerns related to this project, based on the nature of the business, the clientele, and the business's track record. However, conditions of approval by the Police Department are incorporated to ensure there are no negative impacts to the public health, safety, general welfare, or the environment.

C. That the use and facilities will not adversely affect or conflict with adjacent uses or impede the normal development of surrounding property.

The proposed floor area expansion of the existing liquor store and the continued on-site instructional tastings and off-site sales of alcoholic beverages in the expanded liquor store will not adversely affect or conflict with adjacent uses or impede normal development of surrounding properties. The project site is located within a multi-tenant commercial building with other complementary businesses. A single family residential neighborhood is located to the north, across the existing alley. There are no private or public schools or colleges, daycare facilities, churches, libraries, or hospitals within quarter mile of the existing liquor store within quarter mile of the subject location. However, there are three public schools (Mark Keppel Elementary School, Toll Middle School, and Hoover High School), two churches (St. Peter Armenian Church and First German United Methodist Church), and one public park (Fremont Park) in the vicinity. These facilities are located within residential neighborhoods and do not front Glenoaks Boulevard, which is a commercial thoroughfare.

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operating at 825 West Glenoaks Boulevard for over six decades without any adverse effects on the adjoining businesses and nearby residential buildings, nor have there been any reported conflicts with its adjoining uses or neighbors.

Continuing the on-site instructional tastings and off-site sales of alcoholic beverages in the expanded liquor store will contribute to the establishment's continued success, as Mission Wine and Spirits will be able to offer the same service, convenience, and instructional opportunities that the nearby residents and alcoholic beverage connoisseurs have come to appreciate over the years.

D. That adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are or will be provided for the proposed use.

The continued on-site instructional tastings of a full line of alcoholic beverages in conjunction with the off-site sale of alcoholic beverages at the expanded liquor store will not result in inadequate public or private facilities. Adequate public and private facilities, such as utilities, landscaping, and parking spaces are all existing and will continue to be provided for the existing liquor store without issue. The site has been fully developed since 1951 with all required utilities such as gas, electricity, water, sewers, and landscaping already in place.

While the property met the City's Zoning Code requirements when it was first developed, the property now has legal nonconformities in a number of areas, such as setbacks, parking, and landscaping. These nonconformities do not appear to be detrimental to the surrounding uses and the property is not required to be brought up to code in these areas, since no substantial physical work is proposed for the building; the proposal is to expand the existing liquor store into an existing, adjacent tenant space and to continue instructional tastings and off-site sales of alcoholic beverages. Previously, the vacant tenant space at 827 West Glenoaks was a full-service restaurant. Per Glendale Municipal Code 30.32.050, full-service restaurants require 10 spaces per 1,000 square feet of floor area, while a general retail use requires 4 spaces per 1,000 square feet of floor area. As proposed, the applicant does not need to provide additional required parking for the expansion of the liquor store, because the vacant space is going from a more intensive use (full-service restaurant) to a less intensive use (retail store).

In addition, the applicant's request is not expected to create a negative parking or traffic related impact, as it is not anticipated that the on-site instructional tastings of a full line of alcoholic beverages in conjunction with the off-site sale of alcoholic beverages at the expanded liquor store will significantly increase the amount of patrons to the subject site that has been operating as the liquor store since 2008. There are 27 parking spaces available on-site. In the 2018 approval, there were 26 regular parking spaces and one ADA-compliant handicap space, which has since been modified after a voluntary ADA upgrade; currently, there are 25 regular parking spaces and two ADA-compliant handicap spaces. The existing 27 spaces at the side and rear of the building will continue to adequately serve the site. The existing on-site parking has proven to meet the parking demand of the liquor store and has not resulted in conflicts with nearby businesses or residential development. The Circulation Element identifies West Glenoaks Boulevard as a Major Arterial. It is fully improved and adequately services the subject site and surrounding commercial developments. Since the project site has been utilized as a liquor store for the past twelve years, the project is consistent with the Circulation Element and will not create a negative parking or traffic related impact.

**REQUIRED ADDITIONAL FINDINGS OF FACT FOR AN AUP FOR ALCOHOL SALES,
SERVICE AND CONSUMPTION:**

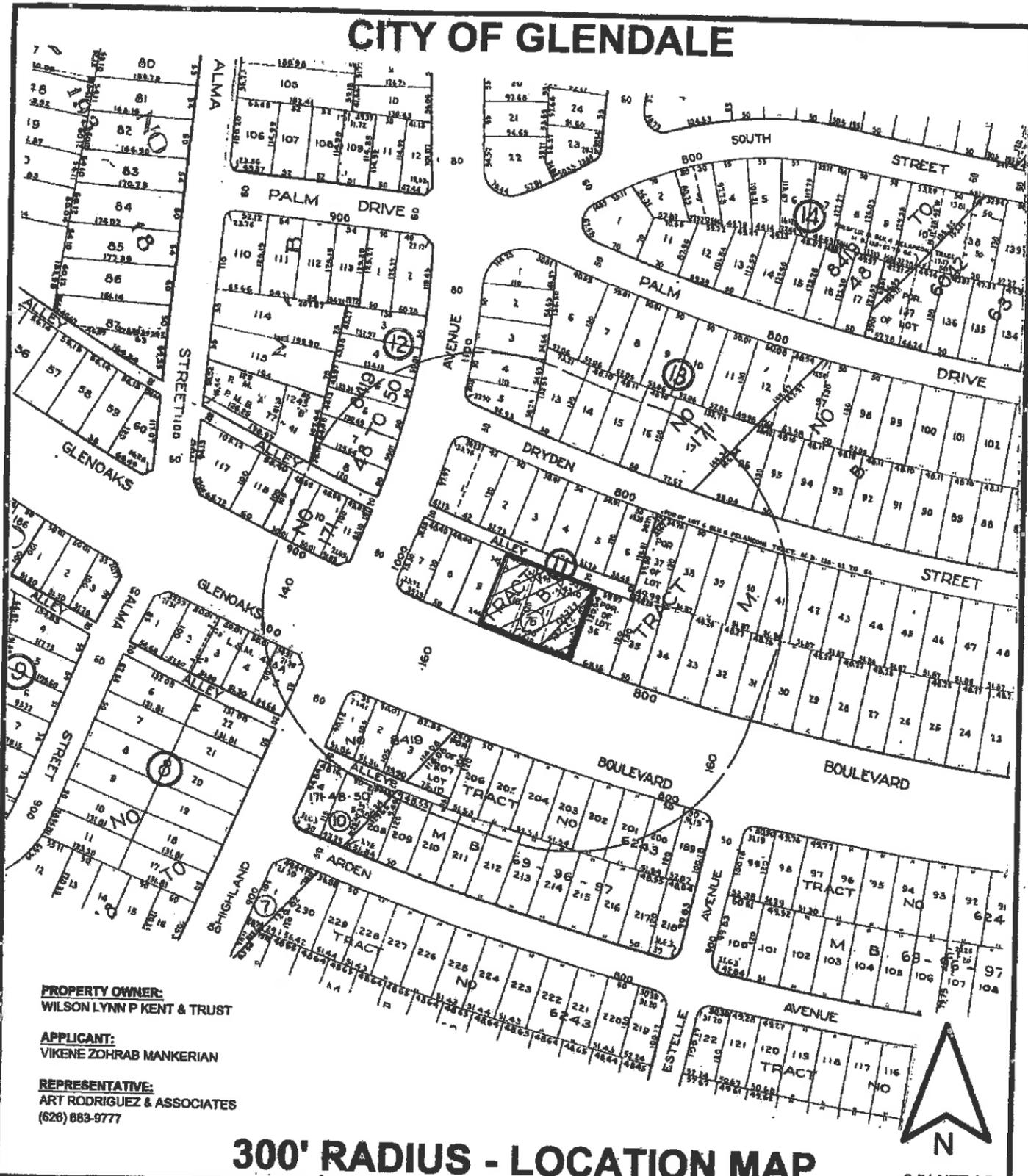
- E. That all the criteria set forth in Section 30.49.030 (E) to be considered in making the findings in subsection a. through d. above have all been met and thoroughly considered:
- 1) That such use does not or will not tend to intensify or otherwise contribute to the adverse impacts on the surrounding area caused by over concentration as described above in finding B.
 - 2) That such use does not or will not tend to encourage or intensify crime within the district as described above in finding B.
 - 3) That such use does not or will not adversely impact any other uses within the surrounding area (church, public or private schools or college, day care facility, public park, library, or residential use) as described above in findings B and C.
 - 4) That the proposed use satisfies its transportation or parking needs as described above in finding D.
 - 5) That, notwithstanding consideration of the criteria in subsections 1 through 4 above, expansion of an existing liquor store and continuing the on-site instructional tastings and off-site sales of alcoholic beverages serves a public convenience for the area, because it serves local residents and the surrounding community. Conditions placed on the approval of the project will ensure that it will not adversely impact businesses and residential uses.

For more information or to submit comments, please contact the case planner, Minjee Hahm, at 818-937-8178 or mhahm@glendaleca.gov.

ATTACHMENT:

1. Location Map
2. Reduced Plans
3. Departmental Comments

CITY OF GLENDALE



0.54 NET AC.

PROPERTY OWNER:
WILSON LYNN P KENT & TRUST

APPLICANT:
VIKENE ZOHRAH MANKERIAN

REPRESENTATIVE:
ART RODRIGUEZ & ASSOCIATES
(626) 663-9777

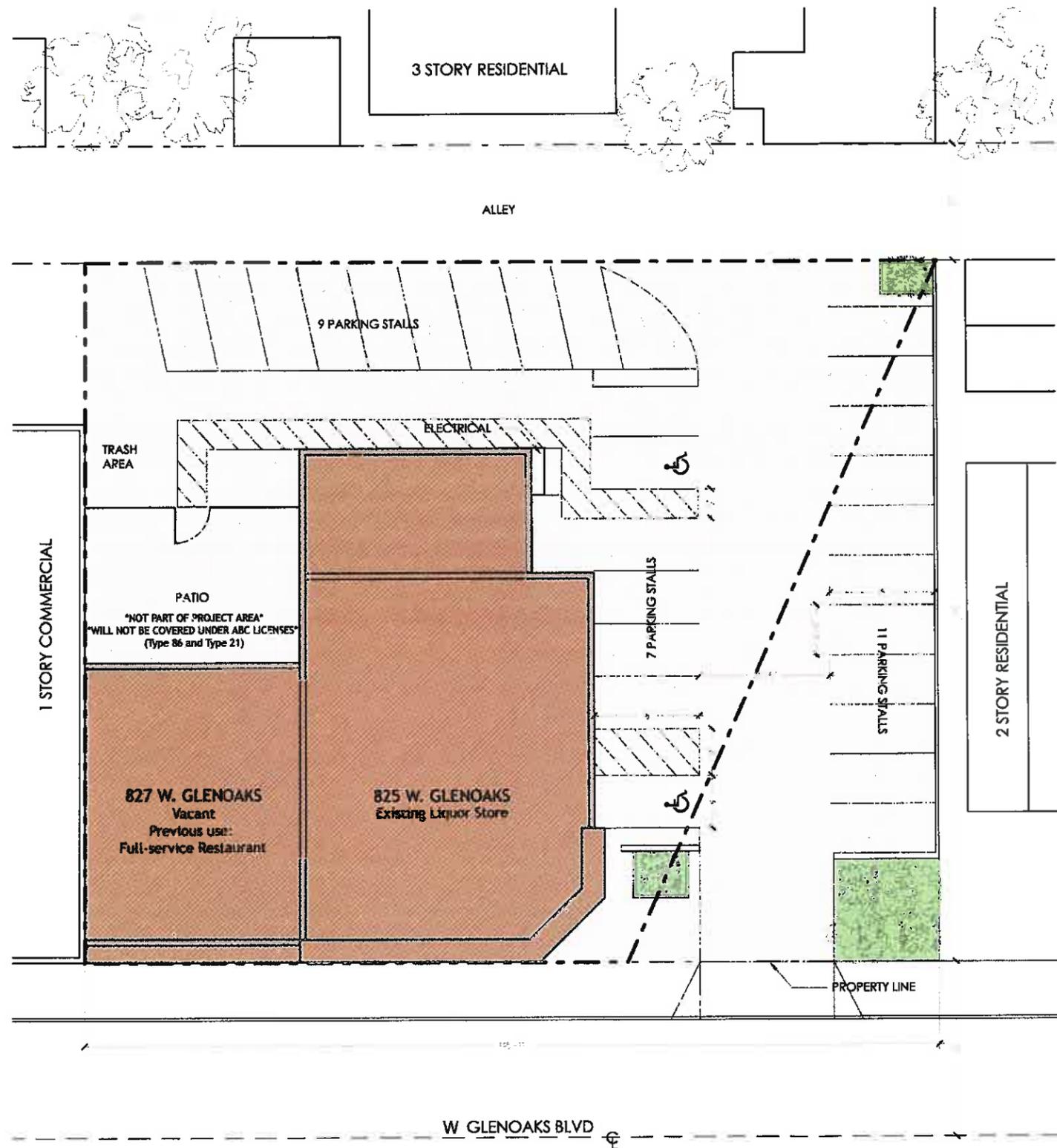
300' RADIUS - LOCATION MAP

RADIUS MAPS ETC
3544 PORTOLA AVENUE
LOS ANGELES CA 90032
OFF/FAX (323) 221-4555
RADIUSMAPSETC@SBCGLOBAL.NET

SITE LOCATION:
MISSION WINE & SPIRITS
825 W. GLENOAKS BOULEVARD
GLENDALE, CA 91202

CASE NO.
DATE: 12 - 13 - 2019
SCALE: 1" = 100'
T.B. PAGE: 564 GRID: C-2
APN: 5635-007-030,042,043

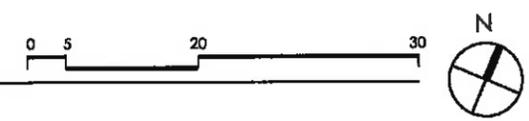
300' LOCATION MAP



BUILDING INFORMATION	
PROJECT ADDRESS:	825-827 W GLENOAKS BLVD GLENDALE, CA 91202
LEGAL INFORMATION	
BUILDING AREA:	5,741 SQ FT
SITE AREA:	14,719 SQ FT
ASSESSOR PARCEL NO:	5635-007-043
BLOCK:	11
TRACT:	8419
LOT:	SE 3.45 FT OF LOT 9, ALL OF LOTS 10 + 11
USE CODE:	1100 (COMMERCIAL)

ON SITE PARKING PROVIDED:	27 (NO CHANGE)
REQUIRED PARKING (@ 1/500 SF):	12

1 SITE PLAN
SCALE 3/32" = 1'-0"



2 BUILDING INFORMATION

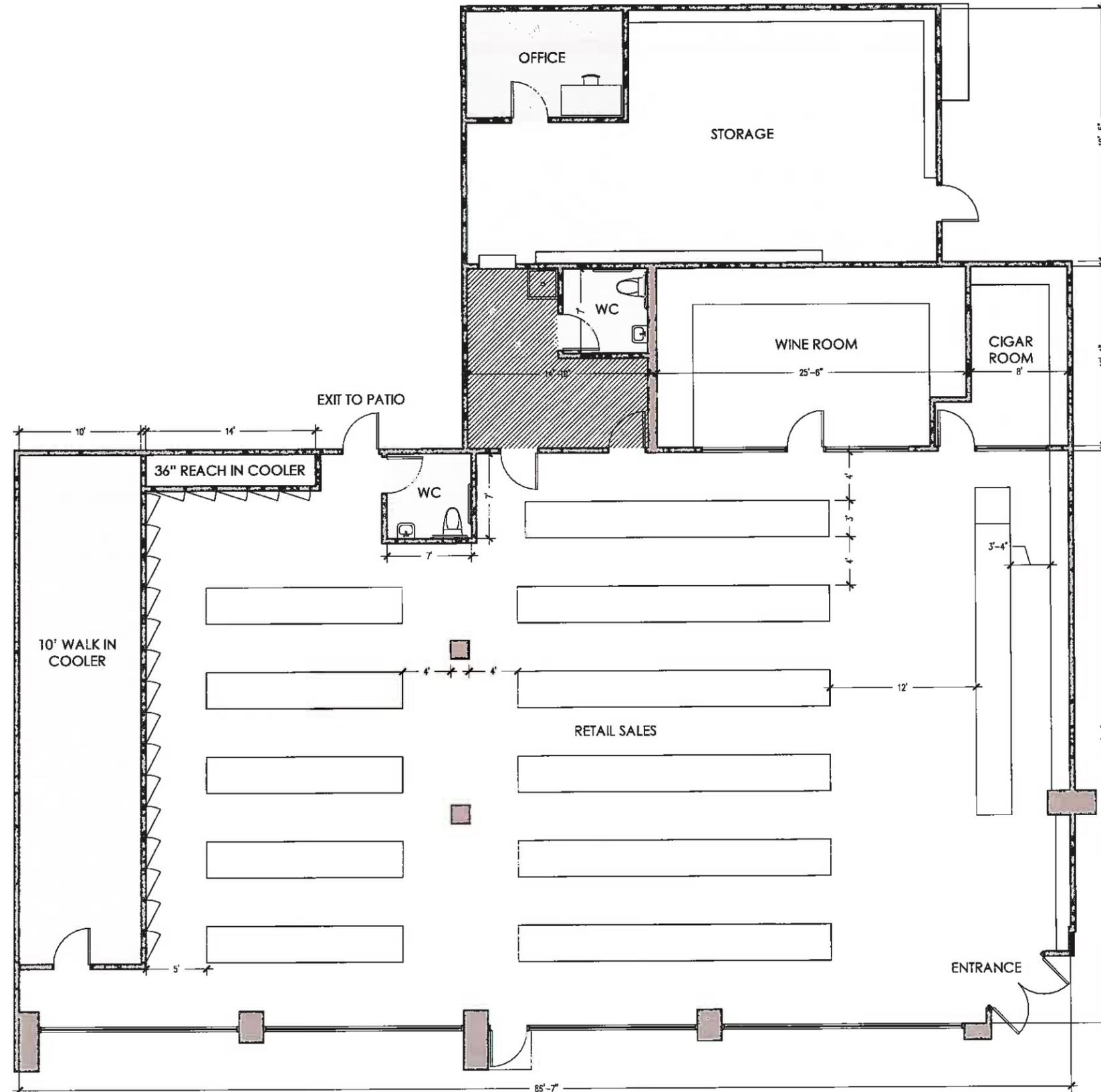
MISSION WINE + SPIRITS
825 GLENOAKS BLVD
GLENDALE, CA 91202

APPLICANT:
VIC MANKERIAN
825 W. GLENOAKS BLVD
GLENDALE, CA 91202
(626) 755-1550

DRAFTED BY:
KARENA CHAN DESIGN
725 N BONNIE BRAE ST
LOS ANGELES, CA 90026
(650) 575-2188

SHEET DESCRIPTION:
SITE PLAN
11/28/19

SHEET NUMBER:
A1



ROOM	AREA (SF)
RETAIL SALES	3,518
WINE ROOM	365
CIGAR ROOM	129
COOLERS	495
STORAGE	687
WC	98
OFFICE	115
OTHER	334
TOTAL	5,741

1 FLOOR PLAN PROPOSED
SCALE 1/4" = 1'-0"



MISSION WINE + SPIRITS
825 GLENOAKS BLVD
GLENDAL, CA 91202

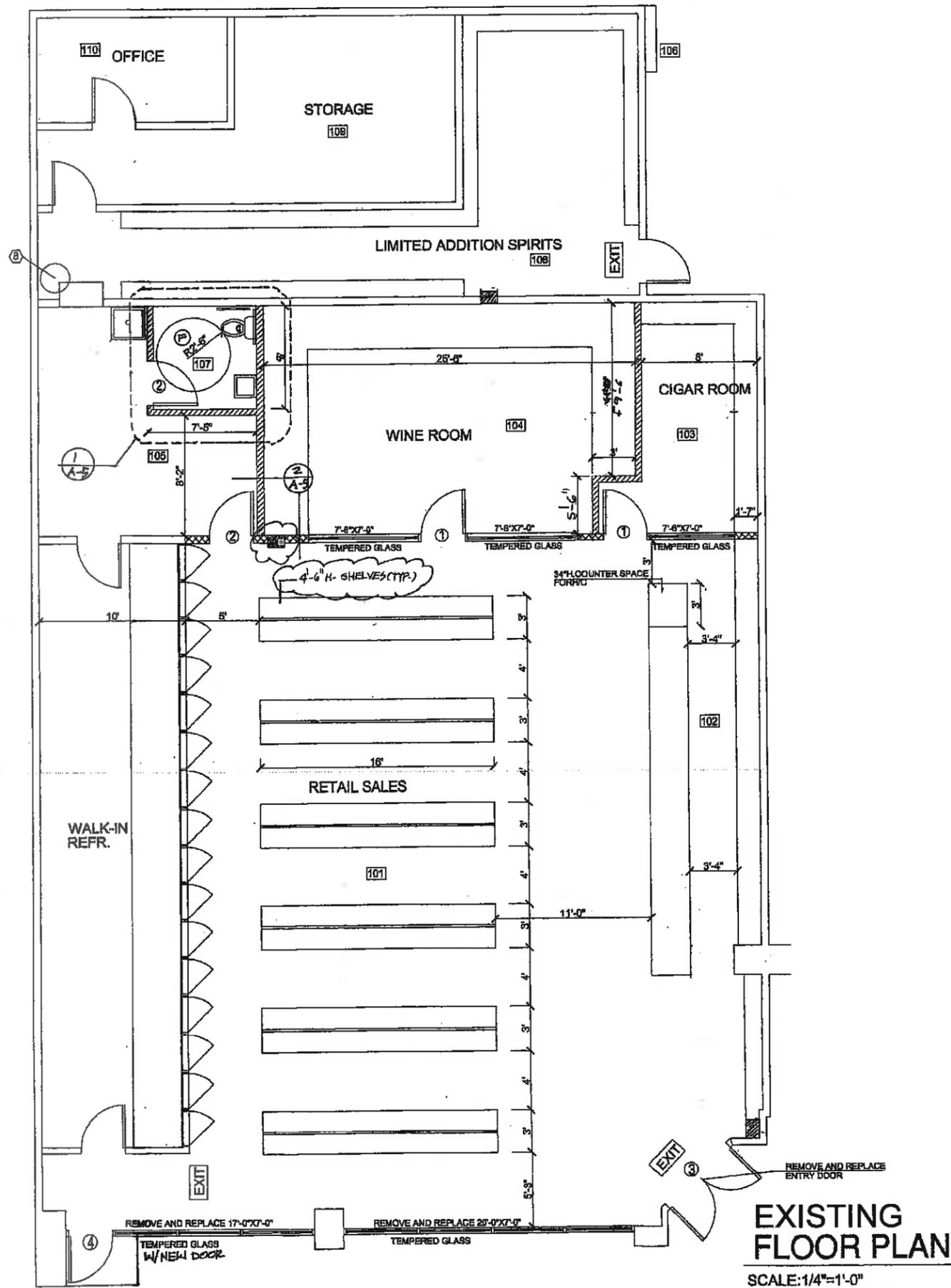
APPLICANT:
VIC MANKERIAN
825 W. GLENOAKS BLVD
GLENDAL, CA 91202
(626) 755-1550

DRAFTED BY:
KARENA CHAN DESIGN
725 N BONNIE BRAE ST
LOS ANGELES, CA 90026
(650) 575-2188

SHEET DESCRIPTION:
FLOOR PLAN
11/28/19

SHEET NUMBER:
A2

2



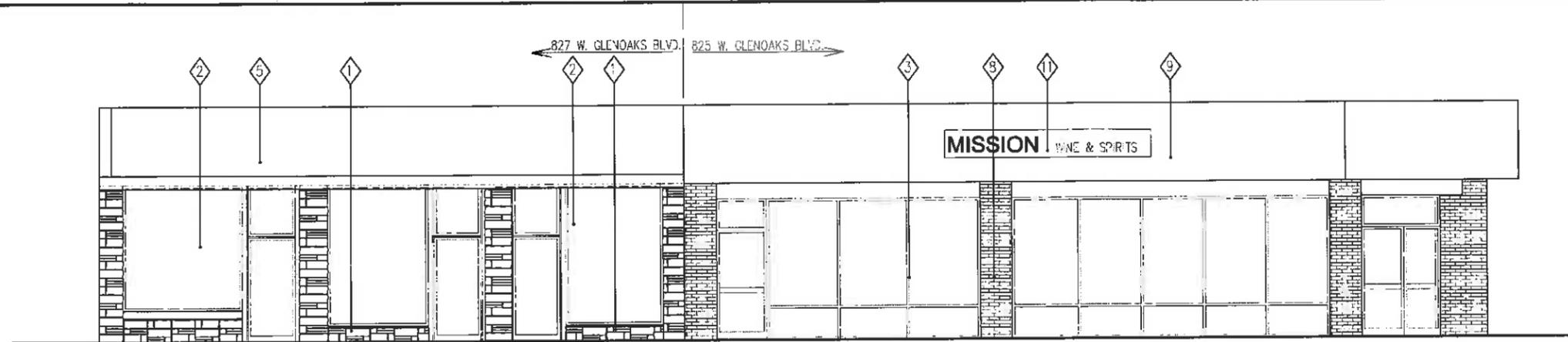
DARKJIAN ASSOCIATES

2411 FOOTHILL BLV.
PASADENA CA, 91107
TEL: (626) 405-0556

MISSION WINE & SPIRITS

825 GLENOAKS BLVD.
GLENDALE, CA

Rev.:
Date: NOV. 08
Scale:
Drawn:
Job:
Sheet:

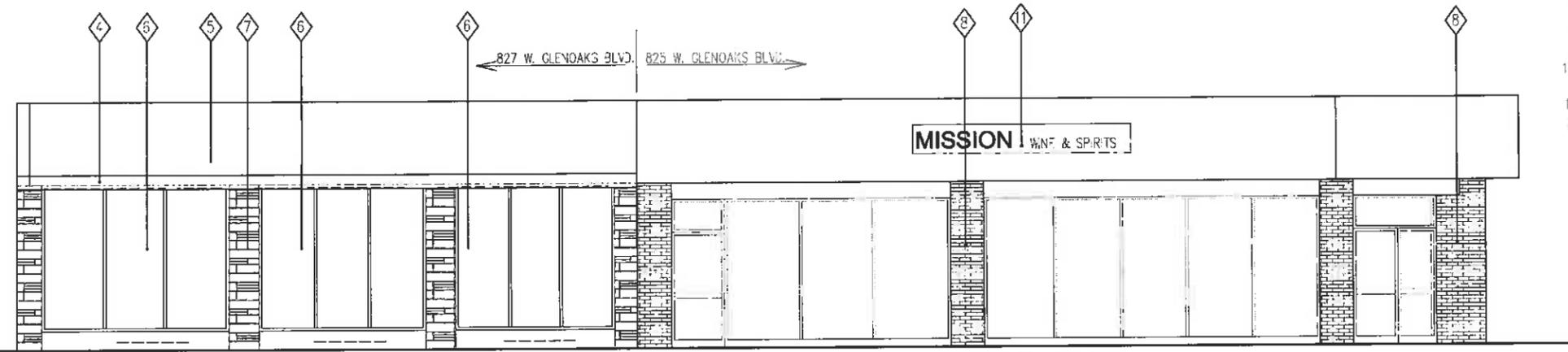


EXISTING SOUTH ELEVATION

SCALE: 1/4"=1'-0"

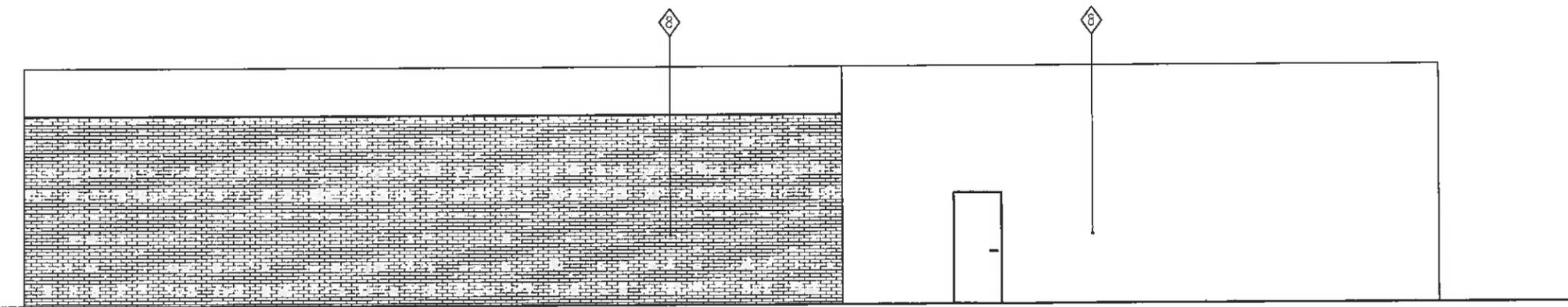
PLAN KEY

- 1- (E) PLANTER TO BE REMOVED
 - 2- (E) STOREFRONT TO BE REMOVED & REPLACED (SEE NEW ELEVATION)
 - 3- (E) STOREFRONT TO REMAIN
 - 4- (E) AWNING TO BE PAINTED (SHERWIN-WILLIAMS SW/6128 FICINDE)
 - 5- (E) PARAPET TO BE STUCCOED AND PAINTED SHERWIN - WILLIAMS SW 6105"
 - 6- (N) STORE FRONT (TEMPERED GLASS /ALUMINUM) TO MATCH EXSTNG
 - 7- (E) LEDGER STONE TO REMAIN
 - 8- (E) BRICK TO REMAIN
 - 9- (E) STUCCO " SHERWIN -WILLIAMS SW 6105"
 - 10- (E) STUCCO TO BE PAINTED " SHERWIN -WILLIAMS SW 6105"
 - 11- (E) SIGN
- * NOTE: SIGNAGE UNDER SEPERATE SIGN PERMIT



PROPOSED SOUTH ELEVATION

SCALE: 1/4"=1'-0"



NORTH ELEVATION

SCALE: 1/4"=1'-0"

DARKJIAN ASSOCIATES
 2411FOOTHILL BLV.
 PASADENA CA,91107
 TEL: (628)405-0556

ELEVATIONS

MISSION WINE & SPIRITS
 825 GLENOAKS BLVD.
 GLENDALE, CA

Rev.:	
Date:	
Scale:	
Drawn:	
Job:	
Sheet:	

4

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project Address: 825-827 W Glenoaks	Project Case No.: PAUP2001151
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If project comments are not received by the due date, it will be assumed that your department has no comments.

NOTE: Your comments should address, within your area of authority, concerns and potentially significant adverse physical changes to the environment regarding the project. You may also identify code requirements specific to the project, above and beyond your normal requirements. Applicant will be informed early in the development process. You may review complete plans, maps and exhibits in our office, MSB Room 103. We appreciate your consideration and look forward to your timely comments. Please do not recommend APPROVAL or DENIAL. For any questions, please contact the Case Planner ASAP, so as not to delay the case processing.

COMMENTS:

- This office **DOES NOT** have any comment.
- This office **HAS** the following comments/conditions. (See attached Dept. Master List)

Date: 1/24/2020

Print Name: Sarkis Hairapetian.
Title: Pr. BCS. Dept. B&S. Tel.: X-3209.

Conditions:

- 1. That all necessary permits (i.e., building, fire, engineering, etc.) shall be obtained from the Building and Safety Division and all construction shall comply with the Glendale Building Code and all other applicable regulations.
- 2. That the premises shall be made available and accessible to any authorized City personnel (Building, Fire, Police, Neighborhood Services, Planning, etc.), for inspection to ascertain that all conditions of approval of this conditional use permit are complied with.
- 3. That State Accessibility Standards be met for all parking requirements and building entrance accessibility as required by the Building and Safety Division.
- 4. That additional or other building code requirements or specific code requirements (i.e. CA Green Building Code, etc.) will be required upon submittal of plans for building plans check and permit.

**CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION
Community Development Department
Request for Comments Form (RFC)**

DATE: January 24, 2020 **DUE DATE:** February 7, 2020
NOTE: If project comments are not received by the due date, it will be assumed that your department has no comments.

FROM: Minjee Hahm **Tel. #** x8178

PROJECT ADDRESS: 825-827 W Glenoaks
Mission Wine and Spirits
Applicant: – Represented by Art Rodriguez Associates
Property Owner: Lynn Wilson

Project Description:

To expand premises of 825 W Glenoaks into 827 W Glenoaks, which requires a new AUP per the previously approved PAUP1721578. The market is currently permitted to sell a full line of alcoholic beverages for off-site consumption per ABC license Type 21 and also is permitted to conduct instructional tastings per ABC license Type 86.

PLEASE CHECK:

- | | |
|---|---|
| <input type="checkbox"/> A. CITY ATTORNEY | <input type="checkbox"/> G. INFORMATION SERVICES
(Wireless Telecom) |
| <input checked="" type="checkbox"/> B. COMMUNITY DEVELOPMENT: | <input type="checkbox"/> H. PUBLIC WORKS (ADMINISTRATION): |
| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> (1) Building & Safety <input type="checkbox"/> (2) Economic Development <input type="checkbox"/> (3) Housing <input checked="" type="checkbox"/> (4) Neighborhood Services <input type="checkbox"/> (5) Planning & Urban Design
EIF/Historic District | <ul style="list-style-type: none"> <input type="checkbox"/> (1) Engineering & Land Development <input type="checkbox"/> (2) Traffic & Transportation <input type="checkbox"/> (3) Facilities (city projects only) <input type="checkbox"/> (4) Integrated Waste <input type="checkbox"/> (5) Maintenance Services/Urban Forester |
| <input type="checkbox"/> D. COMMUNITY SERVICES/PARKS: | <input checked="" type="checkbox"/> J. GLENDALE POLICE |
| <input type="checkbox"/> E. FIRE ENGINEERING (PSC) | <input type="checkbox"/> K. OTHER: |
| <input type="checkbox"/> F. GLENDALE WATER & POWER: | <input checked="" type="checkbox"/> (1) STATE-Alcohol Beverage Control (ABC) |
| <ul style="list-style-type: none"> <input type="checkbox"/> (1) Water <input type="checkbox"/> (2) Electric | <input type="checkbox"/> (2) Tribal Consultations (EIFs) |
| | <input type="checkbox"/> (3) City Clerk's Office |

ENTITLEMENT(S) REQUESTED

Variance Case No.: _____ Tentative Tract/Parcel Map No.: _____
AUP/CUP Case No.: PAUP2001151 Zone Change/GPA: _____
ADR/DRB Case No.: _____ Other _____

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project Address: 825-827 W Glenoaks	Project Case No.: PAUP2001151
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COMMENTS:

- This office **DOES NOT** have any comment.
- This office **HAS** the following comments/conditions. (See attached Dept. Master List)

Date: 1/24/20
Print Name: Jackie Jouharian
Title: CSR Dept.: NS Tel.: 3700

a. ADDITIONAL COMMENTS:

**CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION
Community Development Department
Request for Comments Form (RFC)**

DATE: January 24, 2020

DUE DATE: February 7, 2020

NOTE: If project comments are not received by the due date, it will be assumed that your department has no comments.

FROM: Minjee Hahm Tel. # x8178

PROJECT ADDRESS: 825-827 W Glenoaks

Mission Wine and Spirits

Applicant: - Represented by Art Rodriguez Associates

Property Owner: Lynn Wilson

Project Description:

To expand premises of 825 W Glenoaks into 827 W Glenoaks, which requires a new AUP per the previously approved PAUP1721578. The market is currently permitted to sell a full line of alcoholic beverages for off-site consumption per ABC license Type 21 and also is permitted to conduct instructional tastings per ABC license Type 86.

PLEASE CHECK:

- | | |
|---|---|
| <input type="checkbox"/> A. CITY ATTORNEY | <input type="checkbox"/> G. INFORMATION SERVICES
(Wireless Telecom) |
| <input checked="" type="checkbox"/> B. COMMUNITY DEVELOPMENT: | <input type="checkbox"/> H. PUBLIC WORKS (ADMINISTRATION): |
| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> (1) Building & Safety <input type="checkbox"/> (2) Economic Development <input type="checkbox"/> (3) Housing <input checked="" type="checkbox"/> (4) Neighborhood Services <input type="checkbox"/> (5) Planning & Urban Design
EIF/Historic District | <ul style="list-style-type: none"> <input type="checkbox"/> (1) Engineering & Land
Development <input type="checkbox"/> (2) Traffic & Transportation <input type="checkbox"/> (3) Facilities (city projects only) <input type="checkbox"/> (4) Integrated Waste <input type="checkbox"/> (5) Maintenance Services/Urban
Forester |
| <input type="checkbox"/> D. COMMUNITY SERVICES/PARKS: | <input checked="" type="checkbox"/> J. GLENDALE POLICE |
| <input type="checkbox"/> E. FIRE ENGINEERING (PSC) | <input type="checkbox"/> K. OTHER: |
| <input type="checkbox"/> F. GLENDALE WATER & POWER: | <input checked="" type="checkbox"/> (1) STATE-Alcohol Beverage
Control (ABC) |
| <ul style="list-style-type: none"> <input type="checkbox"/> (1) Water <input type="checkbox"/> (2) Electric | <input type="checkbox"/> (2) Tribal Consultations (EIFs) |
| | <input type="checkbox"/> (3) City Clerk's Office |

ENTITLEMENT(S) REQUESTED

Variance Case No.: _____
AUP/CUP Case No.: PAUP2001151
ADR/DRB Case No.: _____

Tentative Tract/Parcel Map No.: _____
Zone Change/GPA: _____
Other: _____

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project Address: 825-827 W Glenoaks	Project Case No.: PAUP2001151
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COMMENTS:

- This office **DOES NOT** have any comment.
- This office **HAS** the following comments/conditions. (See attached Dept. Master List)

Date: 02/05/2020
Print Name: Jeff Newton
Title: Lieutenant Dept.: Police Tel.: 818-937-8598

a. ADDITIONAL COMMENTS:

Applicant Mission Wine and Spirits represented by Art Rodriguez Associates are in the process of obtaining a new Administrative Use Permit to expand premises of 825 W. Glenoaks Boulevard into 827 W. Glenoaks Boulevard previously approved under PAUP1721578. The market is currently permitted to sell a full line of alcoholic beverages for off-site consumption per ABC license Type 21 and also is permitted to conduct instructional tastings per ABC license Type 86.

Mission Wine and Spirits is located in census tract 3012.06 which allows for 3 Off-Sale establishments. There are currently 5 Off-Sale licenses in this tract. Mission Wine and Spirits is one of the existing 5. Based on arrests and Part 1 crime statistics for census tract 3012.06 in 2019 there were 72 crimes, 57% below the city wide average of 167.

Within the last calendar year there were 5 calls for police service at the location:

- 03/14/19 – Theft (DR #19-3720)
- 04/30/19 – 415 Group (No DR)
- 07/06/19 – 415 Group (No DR)
- 09/01/19 – 415 Group (No DR)
- 09/02/19 – 415 Group (No DR)

Per the ABC website, Mission Wine and Spirits have an “active” Type 21 liquor license (Off-Sale General) and Type 86 liquor license (Instructional Tasting License), license #472994.

b. CASE SPECIFIC CODE REQUIREMENTS: (these are not standard code requirements)

- 1.

c. SUGGESTED CONDITIONS: (may or may not be adopted by the Hearing Officer)

Suggested Conditions to allow wine, beer and distilled spirit tasting

Obtain a ABC Type 86 liquor license

- No charge of any sort shall be made for tastings at an instructional tasting event.
- A person under 21 years of age shall not serve, or be served, wine, beer, or distilled spirits at the instructional tasting event.
- Unless otherwise restricted, an instructional tasting event may only take place between the hours of 10 a.m. and 9 p.m.
- The type 86 license shall not authorize any on-sale retail sales to consumers attending the instructional tasting event.
- The type 86 licenseholder shall not permit any consumer to leave the instructional tasting area with an open container of alcohol.
- At all times during an instructional tasting event, the instructional tasting event area shall be separated from the remainder of the off-sale licensed premises by a wall, rope, cable, cord, chain, fence, or other permanent or temporary barrier. The type 86 licenseholder shall prominently display signage prohibiting persons under 21 years of age from entering the instructional tasting event area.
- An instructional tasting event shall be limited to a single type of alcoholic beverage. “Type of alcoholic beverage” means distilled spirits, wine, or beer.
- A single tasting of distilled spirits shall not exceed one-fourth of one ounce and a single tasting of wine shall not exceed one ounce. No more than three tastings of distilled spirits or wine shall be provided to any person on any day. The tasting of beer is limited to eight ounces of beer per person per day. The wine, beer, or distilled spirits tasted shall be limited to the products that are authorized to be sold by the holder of the type 86 license under its requisite off-sale license.
- Any unused wine, beer, or distilled spirits remaining from the tasting shall be removed from

the off-sale license licensed premises by the “authorized licensee” or its designated representative.

• If the instructional tasting event is conducted by a designated representative, the designated representative shall not be owned, controlled, or employed directly or indirectly by the holder of the type 86 on whose premises the instructional tasting event is held.

1. The sale of alcoholic beverages should be restricted to avoid late night sales.
2. Sales of alcoholic beverages shall be permitted only between the hours of _____ and _____ each day of the week (hours to be determined by the Planning / Zoning Administrator – week night and weekend restrictions may be considered).
3. Individual unit sales of alcoholic beverages should be restricted. No individual unit sales for beer should be allowed. No individual unit sales for wine less than a full sized bottle should be allowed. This can reduce the potential for individuals to buy one or two units and walk outside to consume them on or near the premise.
4. The store should provide training for its personnel regarding sales to minors or intoxicated persons. Alcohol Beverage Control staff is available and can provide this training.
5. Store display racks should be positioned such that they are in a clear line of sight by management and staff with no restricting view.
6. Signs should be posted clearly specifying no sales to minors or intoxicated persons.
7. Appropriately lighting for the display areas where alcoholic beverages would be sold should be required.
8. That the proprietor and his/her employees shall make an active and conscientious effort to keep customers and employees from trespassing, loitering, or consuming an alcoholic beverage on the property, adjacent properties or otherwise making disturbances in the area.
9. The sale of beer, wine, and/or distilled spirits for consumption on the premises is strictly prohibited.
10. Signs indicating no loitering or trespassing should be posted.
11. The Manager and or Staff should be proactive in the enforcement of the City of Glendale Clean Air Act.

Hahm, Minjee

From: Hahm, Minjee
Sent: Wednesday, February 26, 2020 4:05 PM
To: Hahm, Minjee
Subject: FW: Question about police acronyms/codes

From: Newton, Jeff
Sent: Tuesday, February 25, 2020 2:07 PM
To: Hahm, Minjee <MHahm@Glendaleca.gov>
Cc: Avila, Zazil <ZFernandez@GlendaleCA.GOV>
Subject: RE: Question about police acronyms/codes

Good afternoon Minjee,

The 415 group calls at this location are not a concern for the PD. Mission Wine and Spirits are actually quite vigilant when it comes to groups hanging out in their parking lots. They are very responsive to all of our requests and are sometimes the people calling to complain. The groups generally congregate in the 7-11 parking lot at Highland/Glenoaks and get contacted by patrol officers. The groups then usually disperse to any nearby parking lot to continue loitering until they are contacted again. The calls for service are not that frequent because the officers who work the area drive through the lots routinely. I hope this helps.

Lieutenant Jeff Newton
Glendale Police Department
Specialized Services Bureau
818-548-3290

From: Avila, Zazil
Sent: Monday, February 24, 2020 11:18 AM
To: Hahm, Minjee <MHahm@Glendaleca.gov>
Subject: RE: Question about police acronyms/codes

Hi Minjee! Yes, you are correct. A "415" is disturbing the peace. The (5) calls for service to the location for a 415 were all males loitering the parking lot at the location. The males were not causing a disturbance inside the location, but outside. Revving up engines, smoking, drinking and being loud are the comments the calls have. When the police get there and basically warn them and ask them to leave the location and they do, then that's when the "No DR" comes into play. It means there was no report taken or there was not a need to take a report because the subjects moved on. "DR" means departmental record. Within a year, 5 calls such as these are not of much concern. If you would like official comments from Lt. Newton, I can forward this email to him and ask him to write something up for you? Please let me know.

"Z"

Zazil Avila • City of Glendale • Police Department – Vice/Narcotics
131 N Isabel St • Glendale, CA 91206 • (818) 548-3120 • zavila@glendaleca.gov

